

TOWN OF TEMPLE, NEW HAMPSHIRE

SELECT BOARD

MINUTES OF PUBLIC MEETING

**Tuesday, Oct. 22, 2019**

**Town Hall Annex**

**6:30 PM**

Select Board members present: George Willard, Bill Ezell, and Ken Caisse

Meeting called to order by Ezell at 6:30 PM and announced that the Select Board would be meeting in non-public session after the public comment under NH RSA 91-A:3II(a).

- **Business:**
  - **Brief discussion of bookkeeper request for authority to order additional checks. Ezell motioned to authorize bookkeeper to order new checks, Caisse second, all in favor.**
  
- **Public Comment:**
  - **Gail Cromwell informed the Select Board that digging on the Town Common will be done on Saturday for the holiday lighting project; to be present are Selectman Caisse, building inspector Will Wildes and town volunteers Rob Wills and others.**
  
  - **Christine Robidoux discussed a recent half-day housing and economy workshop she attended, presented handouts and said the workshop had generated much helpful information for the Temple Community Planning Committee. She noted a few pieces of information about housing, population and broadband trends. The Temple Community Planning Committee had met on Oct. 15 and came up with a mission statement. Robidoux said the committee may be pursuing a Plan New Hampshire facilitator, which would involve a \$6,000 town payment. She mentioned that the town can apply for funding repairs for West Road given that it is a state-designated alternative route to Route 101. Discussion of speeding on West Road and enhanced enforcement.**
  
  - **Heidi Jordan asked about plans for a retirement party to honor retired Road Agent Tim Fiske. Select Board is waiting for confirmation that a party is acceptable to Tim.**
  
- **Old Business:**
  - **Tree Cutting on Hadley Highway**
    - **Caisse reported no new development and Select Board agreed to remove item from future agendas.**
  
  - **Tree Cutting at North Cemetery**
    - **Caisse reported no new developments.**

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- Tree Cutting at North Cemetery
  - **Caisse reported no new developments.**
- Employee Manual
  - **Discussion of moving item to later in meeting so other business could be addressed.**
- Cemetery Funding
  - **Caisse reported that the matter remains with the Budget Advisory Committee and he has no new news.**
- Marsh Litigation
  - **Select Board reported no new developments.**
- Kullgren Road property auction
  - **Ezell reported that the bank foreclosure auction had been postponed until December 17.**
- Municipal Building Repairs
  - **Caisse said he is still waiting to put information on the town website ahead of a request for a public bid on the work, previously discussed by the Select Board.**
- Town payroll check date change and direct deposit
  - **Ezell explained that the Select Board is waiting for certain clarification from town Treasurer Peter Allen, who is scheduled to meet with the town's accountant, Brenda Wiley.**
- **New Business:**
  - Building permit application (solar) for Katrina and Dan Anair, 69 NH Route 45, and building permit application for addition to sugar house by Wendell Fisk, 83 Webster Highway.
    - **Review of application for a ground mounted solar array, which Clifton-Waite reported featured encroachment into the setback area by part of an array. He said the applicant had been informed of the problem. Select Board directed Clifton-Waite to inform applicant that their choice is to keep the plan as is and apply for a zoning variance or move the array out of the setback area. Board reviewed the Fisk application for a 480 square foot barn addition to the Sugar House. Board signed off on the application.**

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- Temple 250<sup>th</sup> Anniversary Fund Advisory Committee
  - **Carol Mamczak informed the Select Board that the 250<sup>th</sup> Anniversary Fund Advisory Committee is making a \$325 award to the Mansfield Library for a bicycle rack and a \$1,000 award to the Village Green Committee to help offset the cost of replacement trees for the Town Common.**
  - **Mamczak also informed the Select Board that the committee is seeking greater town support for some of the maintenance with town green areas, since the projects have grown beyond the committee's physical and financial means. The committee would like to refocus on maintenance of the common and the municipal garden. Mamczak presented a handout outlining costs for a number of projects totaling \$4,800 that they ask the town shoulder and fund in the town budget. Mamczak said the committee has set a realistic \$500 annual fundraising goal. Ezell asked if the committee had approached the Budget Advisory Committee and she responded they had not. Discussion of town common and town grounds maintenance. Caisse recommended that they seek certain input from the Budget Advisory Committee. Discussion of line items and involvement of the highway department.**
- Town Financial Policies and Procedures
  - **Ezell explained that the Budget Advisory Committee and Select Board had met last week with the town's auditors, MelansonHeath, and discussed a number of their post-2018 audit results; this included the recommendation to develop a formal manual to cover financial procedures. Ezell presented several existing policies including for use of the town credit card. Discussion of making the item a future work-session item. Decision postponed pending further information from the auditors about an example of a manual used by another town.**
- Illegal dumping at 12 Hedman Lane
  - **Discussion of report from owner, James Miles, of 12 Hedman Lane, of containers of anti-freeze, a battery and other hazardous materials found buried behind a shed at the property after recently purchasing the property. Caisse suggested contacting the NH Dept. of Environmental Services for guidance. Clifton-Waite to contact state and property owner.**
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- Committee Reports
  - **Willard reported that the Budget Advisory Committee had recently met with the Select Board as previously noted.**

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- Ezell said he and John Kieley had gone last week to an Eversource meeting at Pack Monadnock to hear the utility company's plans for erection of new power lines at the park. Lines will replace existing ones, but on the same footprint, which will be above ground to the MIT Lincoln Laboratories building half way up the mountain; metal poles that look like trees will be used in the woods. Wires will not go above tree height. Work will begin next spring.
- Caisse said the ambulance advisory committee will meet on Oct. 28 at 5:30 p.m. to review the previous three fiscal quarters operation numbers ahead of allocation of cost sharing.
- Minutes
  - Select Board discussed Oct. 8 minutes. Caisse motioned to accept the minutes from the Oct. 8 meeting as is, Willard second, all in favor.
- **Other Business**
  - Employee Manual
    - Discussion of highway department having submitted bill for paving and the question has arisen as to which account to use. Select Board indicated there is enough money in the budget to pay the invoice. Check will be paid with the rest of the vouchers. Select Board to discuss with Budget Advisory Committee on November meeting whether any trust fund money should be moved to cover the expense.
  - Avitar 5-Year Contract
    - Review and discussion of 2020-2025 contract with Avitar Associates for five additional years of assessing services. Caisse motioned to accept the new five-year contract, Willard second, all in favor.
  - Employee Manual
    - Review of Select Board edits to redline comparison of prior revisions to town Employee Manual. Clifton-Waite directed to make latest changes for review at next meeting prior to distribution to town employees.
  - Vouchers
    - Select Board circulated vouchers for signature.
- **Non-Public Session**
  - Willard motioned to enter non-public session at 7:46 p.m., under the provisions of NH RSA 91-A: 3II(a), second by Caisse, all in favor.
  - Non-Public session minutes are on file and not sealed.

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- **Return to Public Session**
  - **Select Board reconvened the public session at 8:03 p.m., minutes recorded by Ezell.**

**Meeting Adjourned:** 8:05 PM. Motioned by Caisse, Willard second, all in favor.

**Next Select Board Meeting:** Tuesday, Nov. 12, 2019, at 6:30 PM in the Town Hall Annex.  
Meeting minutes respectfully submitted by Paul Clifton-Waite, Assistant to the Select Board.